



**INTERSTATE COMMISSION FOR JUVENILES
Compliance Committee Meeting**

Minutes
March 1, 2018
2:00 p.m. EST

Voting Members in Attendance:

1. Jacey Rader (NE) Chair
2. Summer Foxworth (CO) Commissioner
3. Jane Seigel (IN) Commissioner
4. Jeff Cowger (KS) Commissioner
5. Amy Welch (KY) Commissioner
6. Angela Bridgewater (LA) Commissioner
7. Roy Yaple (MI) Commissioner
8. Dawn Marie Rubio (UT) Commissioner

Non-Voting Members in Attendance:

1. Jen Baer (ID)
2. Abbie Christian (NE)
3. Kelly Palmateer (NY)
4. Rachel Holt (OK)
5. Corrie Copeland (TN)

Guests in Attendance:

None

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
 2. Emma Goode, Training and Administrative Specialist
 3. Jenny Adkins, Project Manager
 4. Monica Gary, Logistics and Administrative Coordinator
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Call to Order

Chair Rader called the meeting to order at 2:00 p.m. EST.

Roll Call

Director Underwood called the roll and a quorum was established.

Agenda

**J. Seigel (IN) made a motion to approve the agenda. S. Foxworth (CO) seconded.
The motion passed.**

Minutes

J. Cowger(KS) made a motion to approve the January 04, 2018 meeting minutes as presented. A. Bridgewater (LA) seconded. The motion passed.

Discussion

Revision of ICJ Policy 02-2014: Performance Measurement Policy and Standards

- Chair Rader opened the discussion with a review of the revised Performance Measurement Policy and Standard Policy. She shared that the National Office has added clarifying language that a revised report would reflect an amendment vs. an addendum.
- The Committee agreed and provided support for the change.
- Chair Rader reported that there had been previous discussion of the timeframes that could mean a corrective action plan would not be launched until 90 days after a report, and asked whether or not this was acceptable.
- J. Seigel (IN) asked for clarification of the timeline to respond to the audit report. She stated that for consistency 30, 30, 30 may be a simplified version.
- Director Underwood provided insight that, as drafted, each deadline would be based on the initial date of the report.
- Chair Rader reported that the policy outlined exactly what should be included in the Corrective Action Plan. The corrective action strategies should be clearly stated and provided for guidance.
- K. Palmateer (NY) asked “if there were any minimum requirements for quarterly reports?” Chair Rader clarified that once the final progress report is approved that would be the final report.
- Director Underwood asked if the intent was for the Committee to review the final report and Chair Rader responded that the Committee would perform final review.

Draft 2017 Performance Measurement Assessment Report

- Chair Rader shared that the 2017 Performance Measurement Assessment Report was drafted with the assistance of the National Office. This will be presented to the Executive Committee on by half of the Compliance Committee and included in the Compliance Report at the 2018 Annual Business Meeting. Chair Rader asked that any feedback or suggestions be sent to her by Friday, March 9th.

Compliance Issues

Dues Update

- Chair Rader reported that all FY18 dues are current and there are no states out of compliance.

Commissioner Update

- Chair Rader shared that there is a Commissioner vacancy in New Hampshire, and that a Letter from Commission Chair Connor had been send to the Governor’s Office. Chair Rader will reach out to ICJ staff to offer assistance for follow-up. She reported that if the state is not in compliance by March 29, then the next step is for Legal Counsel to send a letter.

State Council Updates

- Chair Rader reported that the National Office has obtained the following information regarding State Council Reports:
 - 6 states have not reported
 - 6 states still working on council formation

- 4 states have not met in 3 years (or more)
 - 4 states did not meet in 2017, but did in previous years
- Chair Rader shared that Chair A. Connor (ID) plans to reach out to the states who have not submitted reports. Also, the Executive Committee plans to develop a resource from the 2016 ABM State Council Panel. Currently no further action is required.
- J. Seigel (IN) expressed concern over the information regarding the lack of formation of State Councils.
- D.M. Rubio (UT) shared that there are substantive issues regarding providing information to the State Councils. She encouraged all to research and inform the State Council of updates and activities that pertain to ICJ. Chair Rader agreed and encouraged outreach and communication with the State Council in each state.

Old Business

There was no old business.

New Business

- The Compliance Committee face-to-face meeting will be held in Lexington, KY at the Embassy Suites of Lexington Green on May 17, 2018.
- The agenda should include what ICJ is and what are our values. There will be a survey sent in the Logistics email asking “What is the most important priority of the ICJ”?
- Chair Rader suggested sending poster with our Mission, Vision, and Values to all ICJ offices.

Adjourn

Chair Rader adjourned the meeting by unanimous consent at 2:40 p.m. EST.